

CITY OF MEDINA
Park Board
Meeting Minutes

Monday, November 15, 2004
7:00 p.m.

Medina City Hall
501 Evergreen Point Road

CALL TO ORDER

Meeting called to order by Acting Vice Chair, Connie Gerlitz, at 7:09 p.m.

ROLL CALL

Present: Steve Brustkern, Lisa Fleischman, Connie Gerlitz, Heija Nunn, Tim O'Brien, Karen Sparks, Susannah Stuart

Staff Present: Sheldon Jahn, Public Works Director; Rachel Baker, Administrative Assistant

ANNOUNCEMENTS

- Introduction of new Park Board member, Karen Sparks.
- Nunn addressed board members with Council's request to receive a simple draft Work Plan from the Park Board outlining 2005 items.
- Gerlitz requested to change proposed agenda in order to accomplish compilation of draft 2005 Work Plan.
- Gerlitz encouraged board members to select a representative to attend City Council meetings on a rotating basis. Board members agreed.

MOTION NUNN, SECOND FLEISCHMAN TO ADD ANNUAL WORK PLAN TO AGENDA AND TO DRAFT ANNUAL PARK BOARD WORK PLAN, MOTION PASSED UNANIMOUSLY AT 7:45 P.M.

MOTION STUART, SECOND O'BRIEN, TO SUBMIT A DRAFT LONG RANGE VISION PLAN, CLEARLY MARKED "PRELIMINARY DRAFT" TO CITY COUNCIL, MOTION PASSED UNANIMOUSLY AT 7:47 P.M.

Stuart volunteered to update Long Range Vision Plan with edits as determined during October Park Board meeting and Jahn offered to create a cover letter for the draft.

MOTION STUART, SECOND FLEISCHMAN TO SUBMIT PARK BOARD POLICY AND GUIDELINES TO CITY COUNCIL FOR INFORMATIONAL PURPOSES TO DEMONSTRATE COMPLIANCE OF NEWLY ADOPTED CODE REQUIREMENTS, MOTION PASSED UNANIMOUSLY AT 7:48 P.M.

MOTION NUNN, SECOND STUART, TO ASSIGN AT LEAST ONE PARK BOARD MEMBER, ON A ROTATING BASIS, TO REPRESENT PARK BOARD AT EACH CITY COUNCIL MEETING AND TO MAKE A PRESENTATION, IF NECESSARY, OF PARK BOARD PROGRESS FROM PREVIOUS MONTH AND PLANS FOR FOLLOWING MONTH, MOTION PASSED UNANIMOUSLY AT 7:49 P.M.

Gerlitz established alphabetical order for board member assignment to attend City Council meetings and commented the order would be: Brustkern, Fleischman, Gerlitz, Nunn, O'Brien, Sparks and Stuart.

Nunn added that if the assigned member would be unable to attend Council meeting, replacement representation should be made.

Jahn updated board members regarding park bench and paver improvements planned for Medina Beach Park and referred to information included in the meeting packet. Jahn requested approval from board members to pursue procurement options and costs for project (7:51 p.m.).

Park Board unanimously endorsed pursuance of park bench improvement.

APPROVAL OF PARK BOARD MINUTES

MOTION AND SECOND TO APPROVE OCTOBER 18, 2004 PARK BOARD MINUTES, MOTION PASSED UNANIMOUSLY AT 7:11 P.M.

AUDIENCE PARTICIPATION

Meredith Shank, 7863 Northeast 10th Street, Medina (7:13 p.m.)

Resident thanked board members for their work to improve parks. Shank expressed a desire for an opportunity and a vehicle for residents to provide feedback concerning the Board's vision and long-range plans prior to submission to City Council.

Board members encouraged additional resident comment and feedback and suggested residents attend December City Council meeting to address the 2005 Park Board Work Plan.

Shank conveyed the hope to maintain a "natural" Medina and indicated opposition to "exponential park use", and the scattering of little things (i.e.: additional playground equipment, chess boards), as detailed in Long-Range Vision Plan.

Shank was provided with a draft copy of the preliminary Park Board list identifying individual board member project priorities for Medina parks in 2005 and Long-Range Vision Plans.

PARK UPDATES

None

OLD BUSINESS

None

NEW BUSINESS

Continuation of Discussion of Annual Work Plan – Strategic Planning/Vision-Short and Long Range Parks Commission Goals/Objectives and Budgeting

Item deferred to January 19, 2004 meeting.

OTHER BUSINESS

2005 Work Plan

Discussion among board members produced the following suggestions to add to Work Plan:

Action/Discussion Items:

- Upgrade 82nd Avenue parking lot; \$18,000 (8:03 p.m.)
- Improve appearance to five-corners entry; \$7,000 (8:05 p.m.)
- Nunn to investigate need for improved playground equipment and present for public review, comment and council approval; \$0 (8:12 p.m.)
- Park signage (two or three at Medina Park, two at Fairweather Park and Nature Preserve, and mileage/distance-indicator signs); \$15,000 (8:14 p.m.)
- Parking lot improvements and stairs to upper field at Fairweather Park and Nature Preserve: \$10,000 (8:20 p.m.)
- Medina Beach Park park bench improvement; \$donation funds (8:36 p.m.)
- Promote public awareness of ability to provide park donations and purchases (8:37 p.m.)
- Enhance communication feedback from community regarding park activities and improvements (8:45 p.m.)
- Update Medina Park dog brochure (8:47 p.m.)
- Develop a means to obtain accurate dog use data in Medina Park
- Complete strategic plan and vision for each public park space in Medina (8:58 p.m.)

- Support completion of Department of Public Works final design for Medina Beach Park (8:59 p.m.)
- Determine Park Board participation for Medina's 50th anniversary celebration (9:00 p.m.)
- Jahn to begin study for installation of boardwalk through wetland area in Medina Park (8:08 p.m.)

Gerlitz requested to be on record stating she supports efforts to improve Medina Park, but will not support massive playground equipment changes at Medina Park (8:32 p.m.).

Nunn requested to be on record as supporting a small, easy to manage tree-planting celebration at Medina Park (8:35 p.m.).

Nunn volunteered to locate and provide previously developed Park Donation Policy for consideration and approval at future Park Board meeting (8:39 p.m.).

MOTION NUNN, SECOND O'BRIEN TO DEVELOP AND PROMOTE PARK DONATION POLICY AND TO ADD TO WORK PLAN; FOLLOWING DISCUSSION MOTION AMENDED AND SECONDED TO DEVELOP AND PROMOTE DONATION POLICY AND PROCEDURE, MOTION PASSED UNANIMOUSLY AT 8:40 P.M.

MOTION O'BRIEN, SECOND BRUSTKERN TO ADD TO ACTION PLAN TO DEVELOP A CITIZEN FEEDBACK PROCEDURE FOR PARKS, FOLLOWING DISCUSSION MOTION AMENDED AND SECONDED TO ENHANCE COMMUNICATION FEEDBACK OF PARK BOARD ACTIVITIES AND IMPROVEMENTS, MOTION PASSED UNANIMOUSLY AT 8:45 P.M.

Stuart and Nunn volunteered to update and reformat Medina Park brochure (8:46 p.m.).

MOTION STUART, SECOND FLEISCHMAN TO ADD TO ACTION PLAN AND TO UPDATE AND MODERNIZE DOG BROCHURE, MOTION PASSED UNANIMOUSLY AT 8:47 P.M.

MOTION GERLITZ, SECOND SPARKS TO ADD TO ACTION PLAN THE DEVELOPMENT OF A MEANS TO OBTAIN ACCURATE FEEDBACK REGARDING DOG ON AND OFF LEASH POLICY, MOTION PASSED UNANIMOUSLY AT 8:54 P.M.

MOTION GERLITZ, SECOND FLEISCHMAN, TO ADD TO ACTION PLAN TO FINISH STRATEGIC PLAN AND VISION FOR EACH PUBLIC PARK SPACE, MOTION PASSED UNANIMOUSLY AT 8:58 P.M.

MOTION NUNN, SECOND O'BRIEN TO SUPPORT DEPARTMENT OF PUBLIC WORKS WITH COMPLETION OF MEDINA BEACH PARK FINAL DESIGN, MOTION PASSED UNANIMOUSLY AT 8:59 P.M.

MOTION GERLITZ, SECOND STUART TO DETERMINE PARK BOARD PARTICIPATION FOR MEDINA'S 50 TH ANNIVERSARY CELEBRATION, MOTION PASSED UNANIMOUSLY AT 8:59 P.M.

Gerlitz asked if Baker could request authority from city manager to provide summary of Work Plan discussion to Park Board for inclusion in packet for City Council Study Session, Monday, November 22, 2004. Baker agreed to request direction from city manager.

Nunn agreed to attend City Council Study Session, Monday November 22, 2004, and would be available to answer Council inquiry related to 2005 draft Work Plan.

Stuart commented Park Board's Vision Plan and the Park Board Rules would be included with draft Work Plan.

Brustkern left meeting at 9:05 p.m.

NEXT MEETING DATE

Next Park Board meeting is scheduled for January 19, 2004; 7:00 p.m.

ADJOURNMENT

MOTION SPARKS, SECOND NUNN TO ADJOURN NOVEMBER 18, 2004 PARK BOARD MEETING, MOTION PASSED UNANIMOUSLY AT 9:08 P.M.
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November 15, 2004 Park Board meeting adjourned at 9:08 p.m.

Minutes taken by:

Rachel Baker
Administrative Assistant